



CONSORTIUM AGREEMENT FOR ENROLLMENT AT ANOTHER INSTITUTION

~ DEADLINES For Financial Aid Application ~

Fall: November 1st / Spring: March 15th / Summer: July 2nd

Students who are receiving financial aid at UNF and taking classes at another college or university must have a consortium agreement on file. Consortium agreements need only be completed if the student is less than full-time at UNF and receiving Title IV funds. UNF is considered the "Home" institution and the other school is considered the "Host" institution. The courses taken at the Host school need to be hours that count toward the student's degree at UNF. The student should make every effort to take the courses at UNF before taking them at another school.

To be considered for financial aid funding for enrollment at another institution, you must complete this form. Read the important facts below and initial next to each. Submit to UNF One Stop Student Services along with appropriate documentation, including:

- **Concurrent Enrollment Form.** Student must obtain written approval from an academic advisor listing the approved course(s) and obtain certification from UNF One Stop Student Services prior to concurrent enrollment elsewhere.
- **Paid Fee Slip** from Host institution to show student's enrollment in the approved courses.

SECTION I: STUDENT INFORMATION

- University of North Florida and _____ are here-in entering into a
(Name of the Host Institution)
 consortium agreement for _____
(Last) (First) (M.I) (Student N#)
- Requested Term for consideration: _____ Fall _____ Spring _____ Summer
Year Year Year

SECTION II: IMPORTANT FACTS (After reading each, please **initial** to the left)

- _____ You must be degree seeking at UNF and meet all of the eligibility requirements for approval for concurrent enrollment as determined by the Academic Advisor and the Office of Enrollment Services Processing.
- _____ To be eligible for aid other than the Federal Pell Grant Program, you must be enrolled a minimum of 6 credit hours at either the Home school or the Host institution. Students who enroll 3 hours at the Host school and 3 hours at the Home school are not eligible for funding except for Federal Pell Grants.
- _____ Your eligibility for UNF grant monies and UNF scholarships is based on your enrollment at UNF, not on your concurrent enrollment.
- _____ You must be registered for the approved courses appearing on the *UNF Concurrent Enrollment Form*.
- _____ In order for Enrollment Services Processing to process your financial aid, you must submit a copy of the *UNF Concurrent Enrollment Form* with this document to One Stop Student Services by the deadline listed above.
- _____ UNF will only process financial aid for eligible UNF degree-seeking students participating in concurrent enrollment study.
- _____ You are responsible for paying all fees to the Host institution. Deferments *will not be granted* at the Host institution.
- _____ Confirmation must be received by UNF Enrollment Services Processing that you are registered and attending the approved classes the Host institution.
- _____ UNF Enrollment Services Processing will determine what funding you will receive as a concurrently enrolled student.
- _____ You may be required to repay certain financial aid programs should you drop or withdraw from any classes.
- _____ Florida Bright Futures Scholarship does not pay for remedial courses or application processing fees.
- _____ You must transfer your grades from the Host institution to UNF at the end of the grading period.

SECTION III: STUDENT STATEMENT OF COMPLIANCE

I have read and clearly understand my rights and responsibilities as stated above. I have completed SECTION I of this agreement and initialed next to the statements under SECTION II.

Student Signature

Date Signed